



COVID-19 Vaccination Policy

United is committed to providing and maintaining a safe work environment and has adopted this policy requiring that all US-based employees, who enter United facilities, receive a COVID-19 vaccine or obtain an approved exemption as an accommodation.

This policy has been adopted in response to the COVID-19 pandemic. It is intended to help safeguard the health and wellbeing of our employees, customers, and others who spend time in our facilities or interact with our employees. This policy is intended to comply with all applicable laws, provided, however, that if this policy conflicts with applicable law in any way, applicable law shall govern and supersede the conflicting portion of this policy.

Policy Requirements

All U.S.-based employees are required to be vaccinated and upload their vaccination record to Flying Together by September 27, 2021 (including Guam and Puerto Rico).

Employees are required to either (1) provide proof that they have received the full course of a designated COVID-19 vaccine or, (2) obtain an approved exemption as a reasonable accommodation. The process for seeking a reasonable accommodation is explained below. Employees who do not fulfill one of the two above requirements will be terminated.

Periodic COVID-19 vaccine booster shots will likely be required as part of our vaccination policy in the future. Further details will be provided pending guidance from the Center for Disease Control (CDC).

Requests for Accommodation

This policy recognizes two categories of accommodations that may provide the basis for an approved exemption. The first involves employees who cannot get vaccinated due to medical reasons, including a disability (as defined



by applicable law), pregnancy (or childbirth or a related medical condition), being a nursing mother, or having a documented medical condition that contraindicates the vaccination. The second involves employees who object to being vaccinated on the basis of sincerely held religious beliefs and practices that prevents them from being vaccinated. Under either set of circumstances, United will engage in an interactive process with the employee to determine whether a reasonable accommodation can be provided that does not create an undue hardship for United and/or does not pose a direct threat to the health or safety of others in the workplace or to the employee.

To request an accommodation, employees should complete a request via [Help Hub](#). When United receives notice from the employee or their representative of the need for an accommodation, United will engage in an interactive process to identify possible accommodations.

The employee may provide suggested accommodations for consideration during this interactive process, including any recommended by the employee's healthcare provider. Also, where appropriate, United may need an employee's permission to obtain additional information from the employee's physician or other medical or rehabilitation professionals. All medical information received by United in connection with a request for accommodation will be treated as confidential. Once United has made a determination as to the employee's request for an accommodation, the determination will be communicated to the employee as soon as is feasible under this policy.

Anti-Retaliation

United prohibits retaliation, which includes threatening or taking adverse action against an individual, for, among other things, requesting an accommodation under this policy. United will make every reasonable effort to stop retaliation immediately, to investigate alleged acts of retaliation in a timely manner, to provide remedies to victims of retaliation, and to discipline the perpetrators of retaliation as deemed appropriate in the Company's sole discretion.